

**COMMON COUNCIL**  
**Agenda Request Form**

(Form B-01-2012)

*Organizations and individuals are asked to submit a request form and supporting documents to be placed on the agenda. You will be contacted by the City confirming the date of the meeting in which your request will be heard.*

*Please make sure that your contact information is accurate in case we need to get in touch with you. The Common Council meets on the 1st and 3rd Monday of each month at 6:30 p.m. in City Hall located at 70 E. Monroe Street.*

Date Submitted:	02/17/2016	Requested Meeting Date:	03/01/2016
		Confirmed Meeting Date:	
Received by:			
<b>Contact Information: Please provide all requested information in the fields below. (Print or Type)</b>			
On Behalf of Organization or Individual:			
Name:	Lynnette Gray	Telephone:	(317) 738-3365
Title or Position:	City Attorney		
E-Mail:	<a href="mailto:lynng@jgmlawfirm.com">lynng@jgmlawfirm.com</a>		
Address:	63 E. Court Street		
City:	Franklin	State:	IN
ZIP:	46131		
<b>Who will attend the meeting and present the request?</b>			
Name:	Lynnette Gray	Telephone:	(317) 738-3365
Title or Position:	City Attorney		
E-Mail:	<a href="mailto:lynng@jgmlawfirm.com">lynng@jgmlawfirm.com</a>		
<b>Please describe the purpose or title of your presentation.</b>			
Request approval of an Ordinance establishing a system of internal controls in order to promote accountability and transparency as required by statute.			
<b>Supporting documents: All supporting documents should be submitted with the request form.</b>			
1. Ordinance No. 2016-04 – Ordinance of the City of Franklin Adopting Uniform Internal Control Standards for Indiana Political Subdivisions			

**ORDINANCE NO.: 2016-04**  
**OF THE COMMON COUNCIL OF THE CITY OF FRANKLIN, INDIANA**

**ORDINANCE OF THE CITY OF FRANKLIN ADOPTING UNIFORM INTERNAL  
CONTROL STANDARDS FOR INDIANA POLITICAL SUBDIVISIONS**

**WHEREAS**, I.C.5-11-1-27 requires each political subdivision to maintain a system of internal controls in order to promote accountability and transparency; and

**WHEREAS**, in September 2015 pursuant to I.C. 5-11-1-27(e) the Indiana State Board of Accounts developed and published the Uniform Internal Control Standards for Indiana Political Subdivisions in order to provide the basis of common understanding to assist public sector managers in complying with the internal control requirements; and

**WHEREAS**, the Uniform Internal Control Standards for Indiana Political Subdivisions Manual is available on the government website at [www.in.gov/sboa](http://www.in.gov/sboa) and contains the acceptable minimum level of internal control standards; and

**WHEREAS**, pursuant to I.C. 5-11-1-27(g) after June 30<sup>th</sup>, 2016 all Indiana Political Subdivisions must develop local policies regarding internal controls and insure that personnel receive training on internal controls; and

**WHEREAS**, the City of Franklin Common Council finds that the City's policy regarding internal controls should be the internal control standards as set forth by the Indiana State Board of Accounts Uniform Internal Control Standards for Indiana Political Subdivisions Manual; and

**WHEREAS**, the fiscal officer of the City of Franklin is the City of Franklin Clerk/Treasurer and pursuant to the Uniform Internal Control Standards for Indiana Political Subdivisions, the fiscal officer shall certify in writing that the Uniform Internal Control Standards have been adopted; and

**WHEREAS**, the Uniform Internal Control Standards require and mandate that the legislative body insures that personnel as defined in I.C.5-11-1-27 shall receive training concerning the Uniform Internal Control Standards for Indiana Political Subdivisions and that the Clerk Treasurer as the fiscal officer shall certify in writing that the personnel as defined by statute have received the required training.

**NOW, THEREFORE, THE COMMON COUNCIL OF THE CITY OF FRANKLIN, INDIANA, ORDAINS AND ENACTS THE FOLLOWING:**

- 1) That the above recitations are adopted as findings by the Common Council; and
- 2) It is further ordered and determined that the City of Franklin hereby adopts as policy the internal control standards as set forth by the Indiana State Board of Accounts Uniform Internal Control Standards for Indiana Political Subdivisions Manual as expressly written and published by the Indiana State Board of Accounts in September, 2015, and as amended from time to time.
- 3) It is further ordained that at the time the annual financial report is electronically filed, the Clerk Treasurer as fiscal officer of the City of Franklin shall certify in writing that the Uniform Internal Control Standards for Indiana Political Subdivisions have been adopted and shall certify that the personnel have been trained as required by law; and
- 4) It is further ordained that the City code shall be amended and it is hereby added to the Franklin City code a new section which shall read as follows:

**“INTERNAL CONTROL STANDARDS**

The City of Franklin adopts as policy the Internal Control Standards as set forth by the Indiana State Board of Accounts Uniform Internal Control Standards for Indiana Political Subdivisions Manual as expressly written and published by the Indiana State Board of Accounts in September, 2015, and as amended from time to time. In order to implement these standards, the City Clerk Treasurer shall certify in writing that personnel as defined in statute have received the required training. All officers, elected officials and employees are required to comply with the policy. Employees who fail to comply with this policy are subject to discipline, including but not limited to, termination of their employment.”

- 5) It is further ordained that this Ordinance takes effect upon its adoption by the City Council.

6) It is further ordained that any ordinances inconsistent or in conflict with the terms of this ordinance are of no further force and effect and are specifically repealed. This ordinance shall be in full force and effect immediately upon adoption as set forth herein and approval by the Mayor.

Introduced and Filed on the \_\_\_\_ day of March, 2016.

DULY PASSED on this \_\_\_\_ day of \_\_\_\_\_, 2016 by the Common Council of the City of Franklin, Johnson County, Indiana, having been passed by a vote \_\_\_\_ in Favor and \_\_\_\_ Opposed.

**City of Franklin, Indiana, by its Common Council:**

Voting Affirmative:

Voting Opposed:

\_\_\_\_\_  
Stephen Barnett, Council President

\_\_\_\_\_  
Stephen Barnett, Council President

\_\_\_\_\_  
Kenneth W. Austin, Vice President

\_\_\_\_\_  
Kenneth W. Austin, Vice President

\_\_\_\_\_  
Joseph P. Abban

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Joseph P. Abban

\_\_\_\_\_  
Joseph R. Ault

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Joseph R. Ault

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Andrew Eggers

\_\_\_\_\_  
Andrew Eggers

\_\_\_\_\_  
Keith Fox

\_\_\_\_\_  
Keith Fox

\_\_\_\_\_  
Richard L. Wertz

\_\_\_\_\_  
Richard L. Wertz

**Attest:**

\_\_\_\_\_  
Jayne Rhoades  
City Clerk Treasurer

Presented by me to the Mayor of the City of Franklin for his approval pursuant to Indiana § 36-4-6-15, 16 this \_\_\_\_\_ day of \_\_\_\_\_, 2016 at \_\_\_\_\_ o'clock \_\_\_\_\_M.

\_\_\_\_\_  
Jayne Rhoades  
City Clerk Treasurer

This Ordinance having been passed by the legislative body and presented to me was approved by me and duly adopted, pursuant to Indiana Code § 36-4-6-16a)(1) this \_\_\_\_\_ day of \_\_\_\_\_, 2016 at \_\_\_\_\_ o'clock \_\_\_\_\_M.

\_\_\_\_\_  
Joseph E. McGuinness, Mayor

**Attest:**

\_\_\_\_\_  
Jayne Rhoades  
City Clerk Treasurer

**Prepared by:**

\_\_\_\_\_  
Lynnette Gray, City Attorney